

**SOUTHEASTERN MICHIGAN HIV/AIDS COUNCIL
NEEDS ASSESSMENT COMMITTEE
DETROIT HEALTH DEPARTMENT ROOM 420-C
October 6, 2003
12:00 P.M. –2:00 P.M.**

MINUTES

Co-Chairperson, Brenda Stimson, called the regularly scheduled meeting of the Needs Assessment Committee of The Southeastern Michigan HIV/AIDS Council to order at 12:05 PM in the 7th Floor Chapel of the Detroit Health Department on Monday October 6, 2003. Co-Chair, Jonsea Nelson, was also present. Today's agenda, and the minutes of September 15 were read and approved.

Present

Brenda Stimson, Co-Chair
David Perkins

SEMHAC Staff

Karla Handley, Sr.Prog.Cons.

Selvy Hall
Jonsea Nelson, Co-Chair
Waymond Burks
Keith Meeks
Christina Fluker
Mallory Waldman
Terry DeRocher
Felix Sirls
Janet Nunn
Carolyn Bankston

Guests

Emily Lemelin-HIV/AIDS Data Mgr
Christian Resick-Consultant

OLD BUSINESS

Ground Rules were reviewed. The roles and responsibilities of the Needs Assessment Committee were read and discussed.

NEW BUSINESS

Emily Lemelin, Data Manager for HIV/AIDS programs, gave a Power Point presentation, which highlighted the latest EPI Data, as of July 2003. She also discussed information from the August Title I/Title II Technical Assistance Meeting that dealt with HRSA's revised definition of "Unmet Need". A written explanation of "Out of Care" was distributed and discussed. Christian Resick, one of the Consultants who will be working with the committee on developing a survey for positive individuals who are out of care discussed his team's time line and goals, and requested feed back from committee members. The plans were well received. The Committee broke up into two smaller groups, and brainstormed about places where "out of care" individuals might be found (list attached). A motion was made, and passed, that each committee member would review the list and generate ideas to be discussed at the next meeting about ways to make contact with "out of care" candidates at some of these locations.

NEXT MEETING is Monday, October 20, from Noon-2 PM in Room 420B of the Health Department.

ADJOURNMENT

Meeting was adjourned at 2:00 PM.

Minutes transcribed by Karla Handley, October 20, 2003.

Co-Chair Signature_____ Date_____